

February 20, 2020

ADDENDUM NO. 1 TO ALL OFFERORS:

Reference – Request for Proposal: RFP #20-0115
Commodity: Neighborhood Area Plans
Date: February 20, 2020
Proposals Due: March 3, 2020 at 1:00 PM

1. Clarification on General Terms and Conditions:
(RFP#20-115 Page 16) e. Professional Liability (i.e. Errors and Omissions)--\$2,000,000 per wrongful act, \$3,000,000 annual policy claims aggregate, if the contract is for accounting, architecture, asbestos contracting, healthcare, insurance/risk management, legal services, engineering, or surveying.

The Errors and Omissions limit is for accounting, architecture, asbestos, healthcare, insurance, legal, engineering, or surveying. Planning services – would not apply.

2. Revised pricing schedule and deliverables for the Area Plans. Each plan should take approximately 8 months outlined in schedule below:

Deliverable Schedule

<i>Deliverable</i>	<i>Approximate Time to Complete</i>
Background Analysis	2 months after start of each Phase
Draft Plan for Staff Review	3 months after start of each Phase
Final Land Use and Urban Design	7 months after start of each Phase
Presentation of Product at Public Forum	8 months after start of each Phase

A. Resources:

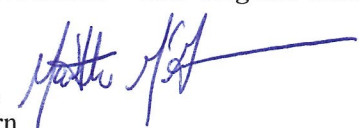
The City's Planning and Building Director, the Senior Planner, the Community Development Planner, Transportation Administrator, Economic Development Director, and members of the City's Public Works Department staff will provide technical support and should be considered part of the project team. Access to the City's Geographic Information System and Real Estate data base will be available.

All procurement related questions or information should be directed to the Purchasing Manager, via e-mail at mrmcgovern@fredericksburgva.gov.

B. Pricing Schedule:

Phase I: Plan 10	Percent Complete	Payments	Estimated Dates
Data Collection, Assessment & Background Analysis	35%		July 1, 2020
Finalize Draft Plans	35%		October 1, 2020
Finalize Plans and Implementation	15%		December 1, 2020
Implementation Plan Presentation to City Council	15%		December 15, 2020
Total for all Phases	100%		
Phase II: Plan 5	Percent Complete	Payments	Estimated Dates
Data Collection, Assessment & Background Analysis	35%		March 1, 2021
Finalize Draft Plans	35%		June 1, 2021
Finalize Plans and Implementation	15%		August 1, 2021
Implementation Plan Presentation to City Council	15%		September 15, 2021
Total for all Phases	100%		
Phase III: Plan 8	Percent Complete	Payments	Estimated Dates
Data Collection, Assessment & Background Analysis	35%		December 1, 2021
Finalize Draft Plans	35%		March 1, 2022
Finalize Plans and Implementation	15%		May 1, 2022
Implementation Plan Presentation to City Council	15%		May 30, 2022
Total for all Phases	100%		

Note: A signed acknowledgment of this addendum must be received attached to your proposal. Failure to return the addendum may be grounds for declaring the proposal nonresponsive. Signature on this addendum does not substitute for your signature on the original solicitation document. **The original solicitation document must be signed.**

Very Respectfully, 
 Matthew McGovern
 Purchasing Manager, City of Fredericksburg
 Phone: 540-479-8776
mrmcgovern@fredericksburgva.gov

 Name of Firm

 Signature/Title

 Date

Neighborhood Area Plans